

~~C O N F I D E N T I A L~~

OIT-0108-86

6 MAR 1986

MEMORANDUM FOR: Special Support Assistant to the DDA

FROM: William F. Donnelly 25X1
Director of Information Technology

SUBJECT: Telephone Service at the New Headquarters
Parking Facility 25X1

REFERENCE: Memo, dtd 23 Dec 85; Subject: Emergencies at
the New Headquarters Parking Facility 25X1

1. Personnel from my Voice Communications Branch explored the feasibility of installing telephone service at the new Headquarters parking facility and discovered that no provision was made for the installation of telephone cable conduit. This information was referred to the Office of Logistics and, subsequently, the contract was changed to provide the conduit by 14 February 1986. Telephones will be installed, two per floor, immediately following the conduit installation.

2. Thank you for bringing this matter to my attention.

25X1

William F. Donnelly 25X1

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OIT-1001-85

23 December 1985

NOTE FOR: Director of Information Technology

FROM:

Special Support Assistant to the DDA

SUBJECT: Emergencies at the New Headquarters Parking Facility

Bill:

Bill -

1. A suggestion came through the SSA meeting the other day that you might want to look at.

2. In the new parking facility behind the new building, we need an "in-house" telephone that could be used in the event that an employee has a car problem. It would contain a set of instructions with a telephone number of whom to call. It need not be an outside line.

3. Please look into this as a safety and security measurement as well as a convenience for employees who unexpectedly experience car trouble.

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REFERENCE